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OFFICE OF THE COMPTROLLER
CITY OF ST. LOUIS



DARLENE GREEN
Comptroller

Internal Audit Section

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May 13, 2005

Mr. John Vincenzo, Director
Home Services, Inc.
3755 Forest Park Blvd.
St. Louis, MO 63108

RE: Fiscal Monitoring Report of Home Services, Inc. (2005-SLA22)

Dear Mr. Vincenzo:

Enclosed is a report of our fiscal monitoring review of Home Services, Inc.'s contract with the Department of Human Services (Contract #48787) for the period July 1, 2004 through February 28, 2005. The scope of a fiscal monitoring review is substantially less than an audit, and as such, we do not express an opinion on the financial operations of Home Services, Inc. Our fieldwork was substantially completed on March 10, 2005.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and through an agreement with the Department of Human Services to provide fiscal monitoring to all grant sub-recipients. If you have any questions, please contact Dwayne Crandall at 613-7257.

Sincerely,

Mohammad Adil, CPA
Internal Audit Manager

Enclosure

cc Honorable Darlene Green, Comptroller
Patrick Brennan, Accounting Manager, Department of Human Services



CITY OF ST. LOUIS

*DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)*

*HOME SERVICES, INC.
DOCUMENT #48787*

FISCAL MONITORING REVIEW

JULY 1, 2004 THROUGH FEBRUARY 28, 2005

PROJECT #2005-SLA22

DATE ISSUED: MAY 13, 2005

*Prepared by:
The Internal Audit Section*



OFFICE OF THE COMPTROLLER

HONORABLE DARLENE GREEN, COMPTROLLER

**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)
HOME SERVICES, INC.
FISCAL MONITORING REVIEW
JULY 1, 2004 THROUGH FEBRUARY 28, 2005**

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**CITY OF ST. LOUIS
DEPARTMENT OF HUMAN SERVICES (DHS)
ST. LOUIS AREA AGENCY ON AGING (SLAAA)
HOME SERVICES, INC.
FISCAL MONITORING REVIEW
JULY 1, 2004 THROUGH FEBRUARY 28, 2005**

INTRODUCTION

Background

Contract Name: Home Services, Inc.
Contract Period: July 1, 2004 through June 30, 2005
Contract Amount: \$46,722
Contract Number: 48787

The contract provides funds for supportive services to older residents of the City of St. Louis in accordance with Title III of the Older Americans Act. The Agency provides minor home repairs for the elderly and disabled residents of the City of St. Louis based on predetermined unit cost.

Purpose

Our purpose was to determine Home Services, Inc.'s compliance with federal, state and local Department of Human Service (DHS) requirements for the period July 1, 2004 through February 28, 2005 and make recommendations for improvements.

Scope and Methodology

We made inquiries regarding Home Services, Inc.'s internal controls relating to the grant administered by St. Louis Area Agency on Aging (SLAAA), tested evidence supporting the reports the agency submitted to SLAAA and performed other procedures considered necessary. Our fieldwork was substantially completed on March 10, 2005.

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CONCLUSION AND SUMMARY OF OBSERVATIONS

Conclusion

We found no evidence to suggest that Home Services, Inc. did not comply with federal, state and local DHS requirements.

Status of Prior Observations

The prior fiscal monitoring review, dated February 24, 2004, noted no observations.

A-133 Status

The report, dated on April 8, 200, expressed an unqualified opinion on the financial statements and the federal awards. There were three findings; however, there were no questioned costs, and no instances of noncompliance considered material to the financial statements or federal awards. Two of the findings regarded major federal awards, but they did not concern City of St. Louis / DHS pass-through funds directly. The Internal Audit Section reviewed the audit report on May 25, 2004 and recommended the report be accepted, but that SLAAA consider the impact of the lack of segregation of duties on the SLAAA Program. The Agency was not considered to be a low-risk auditee.

Summary of Current Observations

We did not have any observations.